

## **Appendix F**

### **North Carolina Parks and Recreation Trust Fund**

#### **Process for Requesting an Underground Utility Easement**

# Underground Utility Easements

DENR may consider and approve the addition of underground utility easements on a park site acquired with PARTF assistance when the local government sponsor can demonstrate to the satisfaction of DENR that there will be no significant impacts on the public recreational value of the PARTF assisted property or facilities.

## Steps Required to Request an Underground Utility Easement:

Contact your Regional Consultant – Project sponsors are encouraged to contact their DENR field representative – their RRS regional consultant, to discuss their proposed utility easement and receive assistance on how to proceed. The regional consultant is your single point of contact for the PARTF program, including utility easement proposals.

- a) Describe the proposed easement (purpose, who/what it will serve, other alternatives considered and justification for placing the easement with the park boundaries).
- b) What is the size (width and length) of the easement and how much park acreage will be needed for the easement?
- c) Describe the possible impacts on the park and the effect on PARTF-assisted facilities, both positive and negative.
- d) Local sponsor's assurance that no rights or interests will be granted in the park property by the project sponsor.
- e) Local sponsor's assurance that the intended present and future use of the PARTF project will not be impaired by the easement.
- f) Local sponsor's assurance that the park property will be restored to its pre-existing condition prior to the placement of the easement.
- g) Two copies of an updated as-built site plan for the PARTF project using the instructions found in Appendix C (page 40). The site plan must show the proposed utility easement's location in relation to existing or planned park facilities (especially PARTF-assisted facilities). The project sponsor should keep one copy of the site plan submitted for their PARTF project file.
- h) Additional points that must be adhered to:
  - i) The easement will be placed in an area of the park that will have the least negative impact on the public's use of the park.
  - ii) The maintenance service widths of the easement must be kept to a minimum.
  - iii) Any manholes will be constructed at ground level.

## DENR Review of Utility Easement Requests

Underground utility easement requests will be reviewed and evaluated by DENR. Based on this review, DENR may accept or deny the request as proposed or request modifications or additional information.

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